

Technology Advisory Committee

Meeting Minutes

February 14, 2008

The Technology Advisory Committee met on February 14, 2008 in Council Chambers of City Hall.

I. Call to Order

The meeting was called to order at 10:05 a.m.

II. Roll Call

<input checked="" type="checkbox"/> Chris Price – Chair	<input checked="" type="checkbox"/> Mark Farr	<input checked="" type="checkbox"/> Oakel Hardy
<input checked="" type="checkbox"/> Mike Jamerson	<input checked="" type="checkbox"/> Mark McHolland	<input checked="" type="checkbox"/> Georgia Miller
<input type="checkbox"/> Steve Baker	<input checked="" type="checkbox"/> Jim Hartsook	

Invited Guests:

Other Attendees:

Smithville Digital – John Conley, Tony Walton, Bart Bretsch; Brent Engle (InfoComm); Tom Heller (Interested Member of the Public); and Stan Gamso (Counsel)

III. Open Issues

a) Smithville Update

Tony Walton presented Smithville's monthly check to the committee.

Bart Bretsch discussed the Columbus Regional Hospital project. Smithville has contracted to provide service from the hospital to the Technical Park. They have partially installed the fiber and the drops into the new building. They met with the City yesterday to obtain the necessary permits to populate the conduit with fiber. Presently they are doing work inside the new building that the hospital owns and anticipate testing the services next week. They will then be turning the entire project over to Steve Baker and his hospital staff.

Smithville also reported that they have fiber in place for all the mileage within the conduit system. They have also developed and will present to the TAC at the next meeting a map that lists all their current customers and potential customers along with a pledge of prospective customers.

Smithville is actively looking for an office in the Columbus area and had previously committed to having an office in place by August of 2008. In addition they are developing a job description for a representative in the Columbus office.

With regard to a local representative, they would prefer to have someone who has local knowledge of the community. In general discussions with the Committee, John Conley committed to e-mailing the job description they have developed to Committee members for their review. He asked if the Committee members were aware of anyone who might meet the requirements of the job description. He would be more than happy to receive input from the TAC.

With respect to IUPUC, they are currently awaiting monies that were initially expected to be available in mid-January.

Chris Price had contacted John and advised him that there were two individuals from nonprofit entities that have an interest in service. One was Bob Pittman of the Senior Center, and the other was Kay Coolick of the Agency On Aging.

John also reported that they are considering having their office space in the Technology Park.

b) Right-of-Way Update

Mike Jamerson reported they had nothing new to provide by way of an update.

c) Wireless RFP

The chairman reported that he had participated in a meeting that took place with the Chief of the Columbus Police Department, the Chief of the Columbus Fire Department, Brent Engle, the mayor of Beech Grove, and some of Beech Grove's representatives to discuss their wireless project.

Brent reported that they discussed with the Beech Grove representatives their projects, the process used to identify them and so forth. They reported that they have a 4.2 –square-mile service area compared to a 26-square mile service area that Columbus is considering. There was discussion with respect to the development of the Beech Grove business model, how they were to collect revenues, motivation for the project, etc.

Beech Grove apparently funded their network through a TIF program and has used their wireless service as an economic development opportunity.

They had worked with utility services to gather data and to sell the respective service.

Initially Beech Grove decided to install the hardware, but ultimately concluded that it made more sense to have a third party handle the installation of the hardware.

They also reportedly contracted with IPL for the use of the light poles for the placement of their various antennae.

Beech Grove spent approximately \$750,000 for the installation of their system, and it was the Committee's understanding that Beech Grove contracted with the vendors to provide ongoing maintenance. However, no maintenance costs were shared.

Chris reported that from his understanding of the presentation, the backbone of the wireless system in Beech Grove is fiber-based and that it had a minimum of between three and five hops to maximize speed in the system.

d) Fiber Extension to City Utilities

The chairman reported that originally Oakel was going to draft the RFP for the fiber extension to Columbus City Utilities. However, with the most recent legislative changes in the works, it has been necessary for him to devote his time to budgeting and other economic matters. It was Oakel's recommendation to the chairman that InfoComm be employed to develop the RFP and assist with the analysis. The chairman asked Brent Engle to prepare a contract that would address some of the TAC's needs. The draft of the contract had previously been submitted to the membership for consideration. The chairman also noted that there had been some exchange of information and requests for changes between counsel and Brent and that everything had been resolved. InfoComm's contract was considered by the Committee, and Mike Jamerson moved, and Mark McHolland seconded, a motion for adoption and recommendation to the City for the approval of the InfoComm contract. Upon discussion and voice vote, the recommendation and adoption of the contract passed unanimously.

e) Governance (CITE) Update

Mike Jamerson presented to the Committee for consideration a document entitled, the *Community Information Technology Executive*. (attached hereto) This was a draft of a document outlining the technology executive's rights, duties, and needs. Mike reported that he, Georgia, and Jim developed this document and presented it for consideration by the Committee.

After general discussion regarding the draft of the document as well as the needs of the City that the TAC envisions, there was discussion with respect to funding this role. It was suggested that now is not necessarily a good time to move forward on this and that it would be necessary to have further meetings with the City Council and the Mayor regarding this role.

There was also discussion about the possibility of having the technology

executive be a contract employee as opposed to an employee of the City. There was also discussion about whether the individual who can fill this role might come from an executive on a loan program from a local business.

Chris and George are both committed to giving consideration to identifying people in the community that might be available through various employers to act as an executive on loan.

In discussions, the Committee also suggested that they would go back and revise and redraft this instrument with the thought that there would be scheduled meetings with the Mayor and other community leaders in the future, and this would be the basis of discussion for those meetings.

IV. Approval of Minutes from Prior Meeting

The January meeting minutes were reviewed by the Committee. Georgia moved for adoption of the minutes; Mark seconded. Upon consideration, the meeting minutes for January were approved unanimously.

V. New Business

a) Counsel Contract Review

Counsel presented a contract for 2008 for his services to the TAC that had been approved by the City Attorney. In discussion by the Committee, Georgia inquired as to how counsel would invoice for such services as hiring. Stan advised that such services would be treated as an expense, and any expenses or additional specialized services would be brought before the TAC before the cost of such services was incurred.

With that clarification Mike Jamerson moved for adoption and approval of counsel's contract. Chris Price seconded, and the motion carried by unanimous voice vote.

b) Senior Center

Chris reported that he and Dan Green from Oakel's office met with Bob Pittman to discuss the needs of the Senior Center once they relocate to their new facility. They discussed needs, benchmarking, technology. Chris advised that they had not compiled a list of needs, but Bob would start to do so.

Chris will invite Bob to the next TAC Meeting. Chris indicated that consideration should be given to extend the conduit to or near the vicinity of the Senior Center.

c) Counsel Fees Review

Counsel presented two invoices for services for January and February in the amounts of \$193 and \$383 respectively.

Upon Oakel's motion, Mike Jamerson's second, and after discussion and voice vote, approval of payment of counsel's claims was passed unanimously.

d) Any Other Business

Jim Hartshook gave a brief presentation of the new GIS system. The modifications to the system are a result of a joint City/County venture. The new system will have digitized layers and will be based upon an ESRI system. There will be sharing of layers between the City and County. The County will be migrating to the new system first. The new layering system will offer benefits to City Utilities and City Planning as well.

Duke Energy, as a utility service, was very interested in this new application and is willing to participate. AT&T has been reluctant to come forward and share information.

There was no other business.

VI. Adjournment

Meeting Adjourned at 11:15 a.m.

Respectfully submitted

Stanley A. Gamso

What is a Community Information Technology Executive and why does Columbus need one?

The technology infrastructure of our community has assumed increasing importance as an element of our economic success and development. This has led to the increasing need to develop cohesive plans in the community for deploying technology infrastructure in a way that supports and enhances the community's opportunity for success.

In response to this, the Technology Advisory Committee is recommending that the city employ/hire an individual to serve as a full-time Community Information Technology Executive (CITE) The CITE will serve as a leader and resource to the community on information technologies activities. This individual will possess:

- broad IT perspectives with the ability to identify and engage necessary technical resources,
- the ability to identify and cultivate key community stakeholders involved in addressing IT

The CITE would fulfill a number of vital roles in the development of cohesive technology plans including:

- serving as a local community information technology resource among governmental entities, regulatory bodies, vendors, non-profit organizations, social services agencies, and the community
- facilitating community-wide strategic Information Technology planning
- representing the community information technology to the community, state, nation, and world
- serving as the implementer of Technology Advisory Committee initiatives and projects including compliance review and oversight of on-going activities
- planning for IT infrastructure, emerging technologies and the use of IT to enable applications of those technologies to deliver information services in the community
- presenting annual technology reports to Chamber of Commerce, Growth Council, Economic Development Board and other organizations to assist in the development of community technology goals

How would the CITE work with the community?

The Technology Advisory Committee would define an interview and selection process that would be used to identify a candidate for the CITE position. The TAC would forward its recommendation for the appointment of an individual to serve as the CITE to the Board of Works.

By serving as a local community information technology resource, the CITE would/could assist the Columbus City Manager of IS in the process of developing IT budgets and IT implementation planning. The CITE will serve as the liaison among governmental and community entities and will work with the Mayor, City Council, and other government leaders to address information technology plans. The CITE will be the single point of contact for all constituencies for matters of strategy and planning that involve IT – both IT plans and organizational plans for which IT may be an enabler.

The CITE would report to the Technology Advisory Committee. Under the direction of the Technology Advisory Committee, the CITE would work to accomplish the community IT plans and other goals identified by Technology Advisory Committee. The CITE will represent Technology Advisory Committee in presenting recommendations to the Columbus City Council and the Board of Works.

How much would this cost and how would it be funded?

Compensation for the CITE position would be comparable to that of the Manager of IS, and would be in the range of \$60,000 to 65,000 per year. While the position would be in base funds, financial support for this position could come from a variety of sources including cable franchise fees and possibly from Economic Development grants. Given the potential impact on economic development and community projects, consideration could be given to solicitation of funding from outside sources including the Chamber of Commerce, the Economic Development Board, and other grant sources.

What are the benefits and expected outcomes of having a CITE?

The CITE's leadership in the deployment, use, and application of IT will directly benefit the community by providing and communicating about a technologically inviting environment for regional economic development. Two examples would be the exploration of emerging technologies, such as WiMax and the delivery of annual reports to economic development groups in the region.

Cohesive IT planning among the entities of the communities of Columbus and Bartholomew County has the potential for improving services and reducing costs by maximizing the utilization of existing and future infrastructure developments. Working with police, fire, and other safety groups to identify and deploy wireless technologies that allow collaboration would improve public safety while minimizing the total cost of ownership.

By coordinating the governmental technology plans and aligning them with constituency needs at the local, regional and state level, existing and future services to the community can be delivered in a manner that maximizes the community's value of investment in technology infrastructure. The selection of technologies that would allow connection of local agencies with state and national counterparts and collaborative efforts with other communities in the region could improve services and reduce the total cost of ownership to achieve those levels of services.

The CITE would be expected to bring together diverse community, business, and governmental groups to inform them on IT topics, issues, and plans and to implement successfully Technology Advisory Committee initiatives. One such area would be the expansion of digital network infrastructure backbone to other areas in Columbus and beyond. Through the investigation and exploration of the potential value add of emerging technologies, such as additional uses of GIS and deployment of additional online governmental services to the citizens of our region, the Cite would contribute to improvement of services. The CITE would allow successful implementation of TAC actions – something that is increasingly difficult for appointed volunteers to accomplish, due to the time demands of such activities.